

Board of Selectmen  
Special Meeting  
Town Hall  
January 15, 2008 - 12:30 PM

**MINUTES**

1.0 The meeting was called to order at 12:40 PM by First Selectman Joyce Okonuk. Selectmen John Bendoraitis and Russ Blakeslee were present as well as Superintendent of Schools Robert McGray and Business Manager Mal Leichter.

2.0 Last year the Board of Education permitted Mal and his IT employees to provide desk-top IT support to the Town Hall and Jonathan Trumbull Library. Server maintenance was provided to both facilities by JASA Solutions. This change was done in an effort to reduce the cost of computer services. Now six months later, it has been determined that school staff has spent an average of 7.5 hours per week, since July 1<sup>st</sup>, servicing Town Hall computers. The Library need for services has been minimal. School staff has reservations about continuing this practice even though the load has been reduced most recently. On-going connectivity issues in the Finance Office are still not solved. Other concerns involve the multiple repair staff determining who is responsible for solving the problems when it is not apparent the cause of the problem. They feel their staff would need to be increased to another FT staff person to handle the demands of the town and library going forward. The Selectmen expressed their appreciation to Mal and his staff for all the assistance they have provided. Moved by Russ Blakeslee, seconded by John Bendoraitis to advertise an RFP for the IT support for server and desk tops for the Town Hall for FY 08-09. Vote: Yes, unanimous. Joyce will check with Library to determine how they wish to handle their needs. Mal and Bob left the meeting at 1:09 PM

Moved by Bendoraitis, seconded by Blakeslee to adjourn the order of the meeting and to address 3.0 at the end of the meeting. Vote: yes, unanimous

John Bendoraitis left the meeting at 2:15 PM.

4.0 Tax Collector Joyce Hofmann was present to recommend to the Selectmen that the Tax Collector checking account at the Savings Institute, which has been in place for decades, be turned over to the Town of Lebanon, removing her name from the account. Once that occurs, the Tax Collector will continue to deposit revenue into the account and the Town Accountant will wire transfer funds into the Bank of America town checking account which has pays a higher yield on a daily basis. Joyce Hofmann feels this new method will provide for better checks and balances in her office as well as the Finance Office. Temporary Town Accountant Phyllis Lapierre concurs with Joyce's recommendation. Moved by Okonuk, seconded by Blakeslee to Resolve that the Tax Collector and Town Accountant be authorized to convert the Tax Collector checking account and the Flood & Erosion Control Board checking account at the Savings Institute to a Town of Lebanon checking account, changing signature cards accordingly, as recommended by the Tax Collector: Vote: Yes, unanimous

5.0 Moved by Blakeslee, seconded by Okonuk to pay up to \$1,900.00 for Police Services for the 2007 Summer Dance Fest as recommended by the Committee. Vote: Yes, unanimous

6.0 Moved by Okonuk, seconded by Blakeslee to re-appoint Jennie Brewster, Sandie Chalifoux and Marion Russo to the Summer Dance Fest Committee, terms to expire 1/08/11. Vote: Yes, unanimous

John Bendoraitis returned to the meeting at 3:33 PM.

7.0 Fire Chief Norman Leclerc and Deputy Chief John Lyon explained that in June, 2007, the Lebanon Volunteer Fire Department authorized the Chiefs to look for another dispatch center and to request they preset this request for change to the Selectmen. At the Switchboard Chiefs' Meeting last April, Lebanon put the WW on notice of their dissatisfaction and intention of looking elsewhere. They put this information in writing. The LVFD have been with WW in Willimantic for decades, but for the past couple of years had become more and more dissatisfied with the service. The Town of Franklin gave notice two years ago they were leaving WW but never had the support of their Selectmen. Due to costs, the change never occurred. The Chiefs investigated Tolland Dispatch (Station TN) as well as Colchester Emergency Communications (Station KX) and are now recommending a change to KX in Colchester, feeling KX will be more professional. Present at meeting was Rich Grocki and Steve Cowle of KX. WW covers Lebanon, Franklin and all the Windhams. Lebanon had 620 calls last year, the second busiest only to Willimantic. Some of their concerns over the years include ongoing issues including being put on hold while trying to transmit from or enroute to a scene, failure of Switchboard Board to respond to written letters of complaint, failure to provide requested copies of tapes in a timely manner, having two dispatchers with only one assigned to Switchboard (other located in same area but assigned to Willimantic Police Department), no full-time supervisor available when problems arise, manual recordkeeping, total part-time dispatchers down from 12 to only six, failure of Switchboard to have annual budget ready to Town of Lebanon at January meeting as promised.

The Town presently pays \$29,600 for FY '07-08 to WW. Due to proposed staff increases it is anticipated the cost in the new budget will be quite similar to the proposal for KX. The proposal for KX is \$38,000 for FY '08-09—price would include building monitoring which is not available at present with WW.

Okonuk understands the issues involved with the Switchboard staffing, but feels that the decades-long relationship between Lebanon and WW requires more notification to the First Selectman of Windham as this change will have a significant financial impact on the remaining departments when Lebanon withdraws. She will contact newly-elected Selectwoman Jean DeSmet and advise what is happening and set up a meeting for Chief Lyon and herself to meet with Jean and Selectman Rich Matters of Franklin providing details. Selectman Blakeslee concurs with Joyce's concerns and feels he would have preferred to hear from WW directly prior to making the change.

The Chiefs stated they have agonized over this decision but request the Selectmen make their decision ASAP so that the Switchboard Association may be notified immediately so they may make necessary adjustments in their upcoming budget. KX will need to provide notification to the State Dept. of Public Safety about changes to infrastructure and radios that will need to be made by Bob Cady and KX.

Moved by Bendoraitis, seconded by Blakeslee to authorize the First Selectman to enter into an agreement with Colchester Emergency Communications, Inc. (Station KX) for a five-year agreement, effective 7/1/08, at an annual cost for FY '08-09 of \$38,000, price to include building monitoring costs as well. Vote: Yes, unanimous

3.0 Selectmen worked on the preliminary drafts of the FY '08-09 operating budgets.

8.0 Moved by Bendoraitis, seconded by Blakeslee to adjourn the meeting at 5:40 PM. Vote: Yes, unanimous.

Respectfully submitted,

Joyce R. Okonuk  
First Selectman